

August 1, 2005

Ms. Grace Tang  
Reference Librarian, Queens Borough Public Library, Ravenswood Branch

Dear Ms. Tang:

The U.S. Environmental Protection Agency, (EPA) has completed a time-critical removal action at the Nelson Galvanizing Site under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). The CERCLA Removal Action is located in Long Island City, Queens County, New York.

We appreciate having the public library as the designated administrative record facility for the Nelson Galvanizing Site. The enclosed record files, along with any future documents relating to technical activities at the site should be placed in the public library and be available for public review. The record files should be treated as a non-circulating reference and should not be removed from your facility.

By providing the public with greater access to these records, we hope that they will be better equipped to comment constructively about site activities and to understand the issues relating to the selection of the response action at the site.

Also enclosed is a fact sheet, "Administrative Records in Local Repositories", to assist you and your staff in answering questions posed by the public concerning administrative records for selection of response actions at Superfund sites. Please feel free to distribute this guide to the public.

To ensure the receipt of the administrative record file, I would appreciate your completion of the attached Document Transmittal Acknowledgment form. Please return this form in the enclosed self-addressed, stamped envelope.

Again, I would like to thank you for your cooperation with the U.S. EPA in serving as a Field Repository. If you have any questions or comments, please contact me at (732) 906-6807.

Sincerely,

Jeff M. Bechtel  
On-Scene Coordinator

SDMS Document



110306

August 1, 2005

From: Grace Tang  
Reference Librarian, Queens Borough Public Library, Ravenswood Branch

To: Jeff M. Bechtel, OSC  
U.S. EPA Region II  
2890 Woodbridge Ave.  
Edison, NJ 08837

I acknowledge that I have received the following documents from the U.S. EPA Region II Office, pertaining to the Nelson Galvanizing Site.

Administrative Record Documents Numbers for the Nelson Galvanizing Site:

NGI2.2001 - 2.2066	NGI7.4001 - 7.4004
NGI2.2067 - 2.2070	NGI7.7001 - 7.7002
NGI2.2071 - 2.2076	NGI7.7003 - 7.7006
NGI2.5001 - 2.5012	NGI10.3001 - 10.3002
NGI2.5013 - 2.5024	NGI10.6001 - 10.6002
NGI7.3001 - 7.3034	NGI10.6003 - 10.6004
NGI7.3035 - 7.3036	NGI11.2001 - 11.2002
NGI7.3037 - 7.3040	
NGI7.3041 - 7.3042	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this form to:

Jeff M. Bechtel, On-Scene Coordinator  
U.S. EPA Region II  
2890 Woodbridge Ave.  
Edison, NJ 08837

## NOTICE OF PUBLIC AVAILABILITY

The United States Environmental Protection Agency (EPA) announces the availability for public review of files comprising the administrative record for the selection of the removal action at the Nelson Galvanizing Site. The EPA seeks to inform the public of the availability of the record file at this repository and to encourage the public to comment on documents as they are placed in the record file.

The administrative record file includes documents which form the basis for the selection of a removal action at this site. Documents now in the record file include: Action Memorandum, Sampling Plan, Trip Reports, and the EPA regional guidance documents list. Other documents may be added to the record files as they become available. These additional documents may include, but are not limited to, other technical reports, validated sampling data, comments, and new data submitted by interested persons, and the EPA responses to significant comments.

The administrative record files are available for review during normal business hours at:

Queens Borough Public Library, Ravenswood Branch  
35-32 21 Street  
Long Island City, NY 11106  
(718) 784-2112

U.S. EPA - Region II  
Response and Prevention Branch  
2890 Woodbridge Avenue  
Edison, NJ 08837  
(732) 906-6807

Additional guidance documents and technical literature is available at the following location:

U.S. EPA - Region II  
Removal Records Center  
2890 Woodbridge Avenue  
Edison, NJ 08837  
(732) 906-6980

Written comments on the Administrative Record should be sent to:

Jeff M. Bechtel  
On-Scene Coordinator  
Response and Prevention Branch  
U.S. EPA - Region II  
2890 Woodbridge Avenue  
Edison, NJ 08837